

# **MANUFACTURED HOME PARKS AND RECREATIONAL CAMPING AREAS ORDINANCE FOR RAMSEY COUNTY**

"The County Board of Ramsey County ordains"

## **1.00 - PURPOSE AND AUTHORITY**

1.01 It is the purpose and intent of this Ordinance to establish rules, regulations, and standards for Ramsey County, Minnesota to:

- a) Protect and promote the health, safety and the general welfare of the people of Ramsey County;
- b) Prevent illness;
- c) Correct and prevent conditions that may adversely affect persons living in or near manufactured home parks or recreational camping areas;
- d) Provide the minimum standards, as defined in Minnesota Statutes, Chapter 327, Minnesota Rules, Chapter 4630, and this Ordinance, for the design, construction, operation and maintenance of manufactured home parks and recreational camping areas located in Ramsey County.

1.02 This Ordinance is adopted pursuant to Minnesota Statutes Chapters 145A, 327.14 through 327.28, 375, and the Home Rule Charter for Ramsey County.

This Ordinance shall be liberally construed to achieve all these purposes.

## **2.00 - SCOPE**

2.01 This Ordinance shall be applicable to all recreational camping areas and manufactured home parks, as defined in Minnesota Statutes, section 327.14, and this Ordinance, which are located in Ramsey County.

## **3.00 - GENERAL PROVISIONS**

**3.01** Administrative Procedures. All of the provisions of the Ramsey County Administrative Ordinance shall apply as if fully set forth herein.

**3.02** Health Authority Defined. This Ordinance shall be administered by Saint Paul - Ramsey County Public Health. The term "Department", where used in this Ordinance or the Ramsey County Administrative Ordinance, shall mean Saint Paul - Ramsey County Public Health, its environmental health specialist, or other designated agent.

**3.03** Definitions. Definitions of words, phrases, and terms used in this Ordinance shall be those set forth in Minnesota Statutes, section 327.14, as they may be amended from time to time, the Ramsey County Administrative Ordinance, and this section.

A. "Approved" shall mean acceptable to the Health Authority following its determination as to conformity with established public health practices.

B. "County" shall mean Ramsey County, Minnesota.

C. "County Board" shall mean the Ramsey County Board of Commissioners.

D. "Director" shall mean the Director of Saint Paul – Ramsey County Public Health or designee.

E. "Manufactured Home" shall have the meaning given in Minnesota Statutes section 327.14 subd.2.

F. "Manufactured Home Park" shall have the meaning given in Minnesota Statutes section 327.14 subd.3.

G. "Recreational Camping Vehicle" shall have the meaning given in Minnesota Statutes section 327.14 subd.7.

H. "Recreational Camping Area" shall have the meaning given in Minnesota Statutes section 327.14 subd.8.

#### **4.00 LICENSE ADMINISTRATION**

**4.01 License Required.** No Person shall operate a Manufactured Home Park or Recreational Camping Area, as defined in Minnesota Statute 327.14 or this Ordinance, unless a license for the current calendar year of the applicable type shall have been obtained from the Department pursuant to this Ordinance and the Ramsey County Administrative Ordinance.

**4.02 License Application.** The application for such licenses shall be made on forms furnished by the Department and shall set forth such information as may be reasonably required by the Department. The issuance of such licenses and their maintenance, termination, and administration shall be in accordance with and subject to all conditions of the Ramsey County Administrative Ordinance, unless otherwise provided herein.

**4.03 License Fees.** Fees for licenses issued hereunder shall be those established from time to time by resolution of the County Board.

**4.04 License Expiration.** Licenses issued pursuant to this Ordinance shall expire on the last day of December each year and shall be renewed pursuant to the Ramsey County Administrative Ordinance.

**4.05 Transfer and Display of License.** Only a person who complies with the requirements of this Ordinance and ordinances applicable thereto of the city or town in which the Manufactured Home Park or Recreational Camping Area is located shall be entitled to receive a license. A license shall not be transferable as to person or place. A license obtained for a Manufactured Home Park or Recreational Camping Area shall be conspicuously displayed to the public.

#### **5.00 INSPECTIONS AND PLAN REVIEW**

**5.01 Inspection Required.** The Department shall inspect each Manufactured Home Park or Recreational Camping Area prior to issuing a license for a new establishment or change of ownership. A license shall not be issued until the corrections required by the Department as a result of the pre-licensing inspection have been made to the satisfaction of the Department.

**5.02 Inspection of Manufactured Home Parks and Recreational Camping Areas.** The Department shall inspect every licensed Manufactured Home Parks and Recreational Camping Areas as frequently as it may deem necessary to insure compliance with this Ordinance, but not less than the minimum frequency established in Minnesota Rules 4630.2210.

**5.03 Inspection Report.** The Department shall deliver an inspection report to the owner, manager, or the employee who appears to be responsible for operations at the time of inspection. The Department may, in lieu of delivering such report, post it upon an inside or outside wall of the office of the Manufactured Home Park or Recreational Camping Area, not in a public area, and such inspection report shall not be defaced or removed by any person except the Department. The posting of the inspection report upon an inside or outside wall of the office of the Manufactured Home Park or Recreational Camping Area shall constitute service of an official notification of the inspection by the

Department. The Department may, in lieu of posting such report, deliver it to the licensee or his authorized agent by certified or registered mail. A copy of the inspection report shall be filed with the records of the Department.

**5.04 Access to Premises and Records; Interference with Health Authority.** The person operating the Manufactured Home Park or Recreational Camping Area shall, upon request and after proper identification of the Department, permit access to all parts of the establishment at any reasonable time for the purpose of inspection, and shall exhibit and allow copying of any records as necessary. No persons shall interfere with or hinder the Department in the performance of its duties, or refuse to permit the Department to make such inspections.

**5.05 Removal and Correction of Violations.** After receiving or having posted a report giving notification of one or more violations of this Ordinance, a licensee shall correct each violation in a reasonable length of time as determined by the Department. The length of time for the correction of each such violation shall be noted on the inspection report. The failure to correct each such violation within the time period noted on the inspection report shall constitute a separate violation of this Ordinance.

**5.06 Construction Plan Review Required.** A person shall not begin to construct, extensively remodel, or alter a Manufactured Home Park or Recreational Camping Area until the Department has reviewed and approved the plans and specifications required by this section. The facility shall be constructed and finished in accordance with the approved plans and this Ordinance. The Department may inspect the Manufactured Home Park or Recreational Camping Area as frequently as necessary to ensure that construction occurs in conformance with this Ordinance. The Department shall conduct a final inspection prior to the start of operations and issuance of an approved license. If work has commenced prior to approval of plans when required, the Department may issue orders to halt the construction, extensive remodeling, expansion, or alteration, or may issue orders, including demolition or removal, if reasonably necessary to determine compliance with the standards of this Ordinance. The plans and specifications shall include the contents listed in Minnesota Statutes, section 327.16, subdivision 2. For new Manufactured Home Parks or Recreational Camping Areas an approved zoning permit from the municipality wherein the park is to be located must be included. The plans and specifications shall be submitted in the form requested by the Department.

## **6.00 - STANDARDS FOR HEALTH, SAFETY, AND NUISANCE PREVENTION**

**6.01 Standards Adopted.** Minnesota Rules parts 4630.0200 through 4630.1900, 4630.2210, and Minnesota Statutes section 327.14, 327.15 subd.1, 327.16, 327.20, and 327.205 through 327.28, in effect on the effective date of this Ordinance, and all future revisions thereof, are hereby adopted by reference and made part of this Ordinance except where they are specifically amended by this Ordinance.

**6.02 Standards Amended.** The above adopted rules and statutes are hereby amended as follows:

- A. Whenever the terms "State Department of Health," "State Commissioner of Health" or "Commissioner" appear in these adopted rules and statutes, they shall be held to mean the "Department" except in Minnesota Rules part 4630.0700 where it shall remain unchanged.
- B. The standard imposed by Minnesota Rules 4630.1801, is amended as follows: A party may appeal the denial, revocation, or refusal to renew a variance in accordance with and subject to all conditions of the Ramsey County Administrative Ordinance, unless otherwise provided herein.

**7.00 SEPARABILITY** If any provision or application of any provision of this Ordinance is held invalid, that invalidity shall not affect other provisions or applications of this Ordinance.

**8.00 PENALTY** Any person who violates this Ordinance, or who permits a violation to exist on the premises under the person’s control, or fails to take action to abate the existence of the violation within the specified time period when ordered or notified to do so by the Department, shall be guilty of a misdemeanor, and upon conviction thereof, shall be punished as provided by law.

**9.00 EFFECTIVE DATE** This Ordinance shall be effective upon passage by the Ramsey County Board of Commissioners and its publication in accordance with law.

DATE OF PUBLIC HEARING:

DATE OF PASSAGE BY COUNTY BOARD:

DATE OF PUBLICATION:

EFFECTIVE DATE OF ORDINANCE: